

CONDITIONS OF EMPLOYMENT TERM APPOINTMENT

You have accepted a term appointment with a Not to Exceed Date. To help you understand what this means to you, a few facts about your employment is listed below:

1. Your job is temporary with a time limit in excess of one year, but the total time under this type of appointment may not exceed a maximum of four years.
2. Tenure of Term Employees:
 - a. You are in Tenure Group III for Reduction in Force purposes.
 - b. Your term appointment does not confer a competitive permanent status and term employees are not eligible for transfer to other agencies or reinstatement.
 - c. You must serve a one-year trial period. During this period you will be entitled to the same limited protection accorded probationers as described in 5 CFR, Chapter 315, Subpart H.
3. Leave benefits, compensation, Federal Group Life Insurance, health benefits and retirement will be the same as provided to a permanent employee.

Thank you for helping us during a period of special need. We hope your employment here is a satisfying and rewarding experience.

I have read and understand the Conditions of Term Employment.

Legal Signature (Use Ink)

Date

Printed Name